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29 May 1952

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MEMORANDUM FOR: CHIEF, SUPPORT STAFF

SUBJECT : Weekly Activity Report

25 YEAR RE-REVIEW

1. ITEMS OF ADMINISTRATIVE INTEREST

a. A meeting was held with DD/TR(S), DD/TR(G), and Budget Analyst covering the preliminary steps in the preparation of the Fiscal Year 1953 budget revisions and Fiscal Year 1954 estimates.

b. An analysis and revision of vouchered and unvouchered payroll was made for all personnel in OTR.

c. The Office of Training has been assigned a block of eight (8) cryptonyms for exclusive use in connection with permanent or temporary OTR projects.

Admin. Officer, OTR

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